

Minutes: Audubon Landing HOA Board Meeting

October 22nd, 2018 6:30 PM

West Meadows Community Center

Call to Order – Maury Rakes. 6:30PM

- Attendee Recognition – M. Rakes. **A quorum of the Board was established with all five Board Members in attendance. Five (5) Members were in attendance at the meeting as well.**
- Updates To Agenda – **Add Real Estate Update to New Business**
- Secretary: Minutes September 24th, 2018 – Board of Directors. **Motion made by Maury Rakes to approve the meeting minutes as submitted, David Ritchie seconded. The motion was unanimously approved.**
- Treasurer: Financial Report YTD August 2018 – J. Garcia. **John Garcia reviewed and discussed the financial report through September 2018. Motion made by Maury Rakes to approve the Treasurer's Report, seconded by Marie Austin. The motion was unanimously approved.**
- Without Meeting Confirmation – Maury Rakes
 - 19155 Lake Audubon Alteration Application Approval for a satellite dish installation
 - **Motion made by Marie Austin to approve the action without a meeting approval, seconded by David Ritchie. The motion unanimously passed.**
- **Individual Reports:**
 - Pool – D. Ritchie. **David Ritchie reported that the pool temperature has been consistent between 86 degrees and 88 degrees. It was reported that the pool light closest to the bathrooms is loose. David will be reviewing this light on Tuesday and reporting back to the Board of Directors. David reported that the pool pavers will need to be cleaned and sealed again in the upcoming months and would like to setup a meeting with the vendor that completed this work last time for the Association to discuss the concerns.**
 - Gate – M. Rakes. **Maury Rakes reported that there have not been any concerns with the gate since the last meeting.**
 - Landscape & Irrigation Update – M. Austin. **Marie Austin reported that the irrigation system is fully up and running; however, is there are any future repairs needed, the Members should contact Chris Haines, the Association Manager, so that they can be completed in a timely manner. Marie reported that the palm tree trimming has been completed and the turf grass was fertilized.**
 - Duval Landscaping Performance and Contract Discussion. **The Board discussed Duval Landscaping's performance and the contracted services. After discussion, the Board Members will compile a list of expectations for Duval Landscape and provide them to the Chris Haines. Chris will compile all the expectations into one list for the Board's review. The Board will review the expectations and setup a timeline for Duval to have all the expectations completed within that timeline at the November meeting. This topic was tabled until the November board meeting.**
 - Communication/Newsletter Committee – J. Garcia. **John Garcia reported that the newsletter was distributed to the Association. The Committee is also working on setting up email reporting on the Association's website so Members can email the Board of Directors through the website.**

Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None to review at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and Discussed.**
- Violation Letters sent. **Reviewed and Discussed.**
- Violation Letters sent
 - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the stage 3 violations for the following Lots: 19129 Lake Audubon for unapproved landscape lighting installed on the Lot, 19146 Lake Audubon for unapproved landscape curbing installed on the Lot, and 19188 Lake Audubon for required pressure washing for the Dwelling, and walkway to the front door. Motion made by John Garcia to impose a fine of \$100 per day up to 10 days totaling \$1,000 in aggregate, contingent on the Owners not curing the violations within the allowable thirty (30) day timeline as stated on the notices the Owners received and contingent on the results of the Violation Review Committee Hearing, seconded by Debby Amon. The motion unanimously passed.**

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Old Business:

- Landscaping Committee – Report. **No report submitted at the meeting. The Landscaping Committee will be prior to the next board meeting and will provide a report at the next board meeting.**

New Business:

- 2019 Budget Discussion and Approval. **The Board discussed the proposed 2019 Budget for the Association. After discussion, motion made by Maury Rakes to approve the budget as submitted, seconded by Marie Austin. The motion unanimously passed. The 2019 assessments will be \$250.00 per Lot per month which represents no annual increase for the Association.**
- Real Estate Update. **Maury Rakes provided a brief update on the Lots that have sold in the Association and the Lots that are currently for sale in the Association.**

- Next Walk-through – **11/13/2018 at 9:00am**
- Next Board Meeting – **11/26/2018 at 6:30pm**

- Meeting Adjournment – **8:14PM**